

Reportable/Nonreportable Contract Actions

1. Agencies shall report unclassified information on all contract actions using appropriated funds including those made:
 - With stock and replenishable revolving funds;
 - With appropriated funds transferred from one executive agency to another where the servicing agency contracts for the supplies or services;
 - With appropriated funds obligated pursuant to the provisions of PL 85-804;
 - By one agency to another;
 - For supplies and equipment;
 - For all real property both leased and purchased;
 - For construction, alteration or maintenance of real property;
 - For services, including research and development;
 - 8(a) Contract Awards;
 - JWOD Nonprofit Agency (formerly referred to as Sheltered Workshop awards);
 - Telecommunications from regulated carriers; and
 - Federal Prison Industries, i.e. UNICOR awards (orders from GSA stock for UNICOR products are not reportable).
2. Agencies shall report all contract actions made with funds held in trust accounts for foreign governments or procurements for foreign governments regardless of the nature of the funds. The term "foreign governments" includes international organizations.
3. Agencies shall not report the following actions:
 - Procurement actions with an action date of five (5) years earlier than the current fiscal year;
 - Assistance actions, such as grants, cooperative agreements, subsidies, and contributions;
 - Imprest fund transactions, SF 44 purchases, training authorizations. Interagency agreements with other federal agencies (e.g., Tennessee Valley Authority), independent federal establishments (e.g., Export/Import Bank of the US), or federally chartered sources (e.g., Howard University or the Smithsonian Institution). (NOTE: 8(a) Contract Awards and UNICOR awards shall be reported.);
 - Government Bills of Lading and Government Transportation Requests;
 - Actions using predominantly non-appropriated funds;
 - FEDSTRIP and MILSTRIP requisitions;
 - Actions involving transfer of supplies within and among agencies and subagencies; or
 - Orders from GSA Stock and GSA Consolidated Purchase Program.
4. Civilian agencies shall not report actions for petroleum or petroleum products ordered against a Defense Logistics Agency Indefinite Delivery Contract.
5. Agencies MAY report the following actions
 - Micro-purchases (purchases valued at \$2,500 or less) obtained through the use of the government purchase card. The term "micro-purchase" has the same meaning as set forth in FAR 2.101;